

# Dept of DHS-Assist. Pymnts. (413) Facts – FY '09

http://www.dhs.state.ia.us/



## General Information

**Address:** Hoover State Office Building  
1305 East Walnut  
Des Moines, IA 50319

## Workforce Data (unless otherwise noted, information provided is at the end of FY '09)

# FT EEs: 27	# PT EEs: 0	# Temporary EEs: 0	Average Length of Service: 15.70
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Span of Control: 26.00	% Performance Evaluations Completed: 100%	Total Unemployment Insurance Claims: N/A
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Employee Age Groups				Supervisor Age Groups				Females		Males	
<25	0	45-54	7	<25	0	45-54	0	# of Females:	24	# of Males:	3
25-34	2	55-64	10	25-34	0	55-64	0	% of WF:	88.89%	% of WF:	11.11%
35-44	8	65+	0	35-44	1	65+	0	Average Age:	49.86	Average Age:	48.25
Employee Average Age: 49.68				Supervisor Average Age: 41.52				Average Length of Service: 16.73		Average Length of Service: 7.46	

Minorities		Breakout of Minorities		Non-minorities	
# of Minorities:	3	# of African-American:	0	# of Non-minorities:	23
% of Workforce:	11.54%	# of Asian:	1	% of Workforce:	88.46%
Average Age:	45.64	# of American Indian:	1	Average Age:	50.07
Average Length of Service:	15.05	# of Hispanic or Latino:	1	Average Length of Service:	15.99

Persons With Disabilities		Persons With Non-Disabilities	
# of Persons With Disabilities:	6	# of Persons With Non-Disabilities:	20
% of Workforce:	23.08%	% of Workforce:	76.92%
Average Age:	59.02	Average Age:	47.32
Average Length of Service:	20.28	Average Length of Service:	14.50

Officials/Administrators EEO Category 1: 0	Professionals EEO Category 2: 8	Technicians EEO Category 3: 13	Protective Service: Sworn EEO Category 4: 0
Protect. Serv.: Non-Sworn EEO Category 5: 0	Administrative Services EEO Category 6: 6	Skilled Craft EEO Category 7: 0	Service/Maintenance EEO Category 8: 0

Separation Rate: N/A%	Hire Rate: N/A%	Number Hires: 0	Transfer In: N/A
Retirements: 0	All Terminations: 0	Voluntary Quits: 0	Transfer Out: N/A

# of Classes Used: 11	Most Populous Classes: Income Maint Worker 3 (7), Clerk-Specialist (5), 2 classes with 3 incumbents each		
Separations - By Class:	none		
# Eligible for Retirement:	9 in next 5 years	% Eligible: 33.33%	

## Leave and Benefits (unless otherwise noted, information provided is at the end of FY '09)

Vacation Payouts: \$0	Sick Leave Payouts: \$0	Annual Payroll: \$1,562,822.68	Avg. Base Salary: \$57,385.66	Overtime Days Worked: 29.1
Overtime Cost: \$9,177.92	Reassignment Pay: \$0	Recruitment Bonus Pay: \$0	Retention Pay: \$0	Exceptional Job Performance Pay: \$0
Workers' Comp Payouts: \$0	Vacation Pay - Earned Value: \$134,895.58	Vacation Days Earned: 608.8	Vacation Used Expense: \$128,856.27	Vacation Days Taken: 586.1
Workers' Comp Days Used: 0	Sick Leave Days Earned: 411.2	Reg. Sick Leave Used Expense: \$58,828.78	Reg. Sick Leave Days Used: 282.7	Converted Sick Leave To Vacation Days Used: 27.3
	Sick Leave -Earned Value: \$86,540.51		Avg. Sick Leave Days Per EE: 10.47	Converted Sick Leave To Vacation Used Expense: \$6,371.26
Injury Leave Used Expense: \$0	Injury Leave Days Used: 0	Classification Appeals: N/A	<b>Reclassifications</b> Up (Filled): 0 Up (Vacant): 0 Down (Filled): 0 Down (Vacant): 0 Lateral (Filled): 0 Lateral (Vacant): 0 Approx. Annual New Cost of Reclassified Positions:* \$0	<b>Grievances</b> Contract Grievances: N/A Disciplinary: N/A Language: N/A Non-Contract Grievances: N/A Disciplinary: N/A Language: N/A Arbitrations: N/A
Funeral Leave Used Expense: \$680.32	Funeral Days Used: 5.0	Extraordinary Pay: \$0		
Jury Leave Used Expense: \$325.36	Jury Leave Days Used: 2.2	Special Duty Pay: \$0		

\* based on difference between average of old and new pay grade FY '09. Vacancies and laterals were not calculated into the "cost."

## Affirmative Action (Underutilization [RUU] and Gains/Losses)

<b>Females:</b> Begin of Year (FY '09) UU: N/A Gains/Losses (FY '09): N/A End of Year (FY '09) UU: N/A	<b>Minorities:</b> Begin of Year (FY '09) UU: N/A Gains/Losses (FY '09): N/A End of Year (FY '09) UU: N/A	<b>PWD:</b> Begin of Year (FY '09) UU: N/A Gains/Losses (FY '09): N/A End of Year (FY '09) UU: N/A
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Sources: AS400 Queries; "Just the Facts for FY09" Almanac; Department of Management; DAS-HRE Labor Relations Team and DAS-HRE Personnel Officers.

Date of Completion: December 2009